



**HMHS TSC Managers & COTR Training Conference**  
**October 19-23, 1998**  
**Radisson Ponce De Leon Golf & Conference Resort**  
**St. Augustine, Florida**

The HMHS TSC Managers and COTR Training Conference will be held in St. Augustine, Florida on October 19-23, 1998. The following provides information to assist you in planning for the conference:

**Hotel Address and Telephone Number:**

Radisson Ponce De Leon Golf & Conference Resort  
4000 US Highway 1 North  
St. Augustine, Florida 32095  
Telephone: (904) 824-2821

**Room Rate and Information:**

Contract Room Rate - \$65.00 single occupancy (This rate is subject to applicable state and local taxes, which are currently 9%.) **To claim tax exemption of all applicable state and local taxes,** attendees **must** present their Military ID or Government Civilian ID at time of checkin. A map to the hotel is attached for your information. The hotel rooms include coffee makers, irons & ironing boards, data ports, and voice mail.

No food or beverage items will be provided, but each hotel room is equipped with a coffee maker and there is a restaurant conveniently located in the hotel. The area has grown since our meeting there two years ago to include the addition of more restaurants. Because these restaurants are not within walking distance, we have allowed extra time during the lunch break.

**Reservations:**

A block of rooms have been reserved under the group name "TRICARE." Please reserve your room by calling the hotel number listed above **no later than close of business September 28, 1998.**

**Attire:**

Dress for the entire conference is civilian casual. (No jeans, shorts, or T-shirts)

**Agenda:**

A tentative agenda is attached.

**Registration/Notification of Attendance:**

Please confirm your attendance by returning the attached Registration Form to Pam Givens NLT September 23, 1998. The conference materials will be handed out at registration from 0730-0800 on Tuesday, October 20.

If you have any questions regarding the agenda, please contact LCDR Shaw at DSN 773-2717 or Comm (706) 787-2717. Notify Pam Givens at DSN 773-4357 or Comm (706) 787-4357 if you have questions regarding the hotel or registration.